

COLORADO DEPARTMENT OF TRANSPORTATION PURCHASE REQUISITION THIS FORM FOR INTERNAL USE ONLY														Dept #							
														PR NO. A							
														Date							
Ship to: COLORADO DEPARTMENT OF TRANSPORTATION										Bill to: COLORADO DEPARTMENT OF TRANSPORTATION											
Street					Room#					Street (P.O. box)					Room#						
City					Zip					City					Zip						
Attn.					Phone					Attn.					Phone						
Quantity		Unit		Complete description of item or service										Unit cost			Amount				
PRICING DETERMINED BY <input type="checkbox"/> Low bid <input type="checkbox"/> State Award-Mandatory <input type="checkbox"/> State Award-Nonmandatory <input type="checkbox"/> Sole source <input type="checkbox"/> Emergency <input type="checkbox"/> Only available source for immediate delivery <input type="checkbox"/> Other <input type="checkbox"/> Telephone/written quotation										Inventory # for Capital Equipment			FOR REPLACEMENT OF	Equipment name				Equipment number			
Justification for this request																					
Requested by					Phone					Approved by					Phone						
FOR PURCHASING USE ONLY																					
Commodity										Attn:					Phone						
FEIN #										Delivery											
Vendor and address																					
										FOB:											
										Terms											
White - Procurement Branch Canary - District or Division originating office														Previous editions are obsolete and may not be used				CDOT Form #15 2/92			
ACCOUNTING INFORMATION										Date					PR NO.			A			
LN #	Acct Type	Fund/ Agency	Orgn (cost center) or Pre Encumbrance #	S u b	Approp code	Prog	*Function	*Object	SUBOBJ	N/ P	Rev source	Sub rev	*Balance sheet	GBL	*Rept catg (org unit)	Project	S U B	P h a s e	\$ or %		
01	21	400/ HAA				_000											00				
02	21	400/ HAA				_000											00				
03	21	400/ HAA				_000											00				
04	21	400/ HAA				_000											00				
05	21	400/ HAA				_000											00				
06	21	400/ HAA				_000											00				
07	21	400/ HAA				_000											00				

*(APS entry)